

**.REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

May 13, 2003

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**FROM:**       **DAVE GIBSON**, Director  
                  Facilities Management Department

**SUBJECT:**    **CUSTODIAL SERVICES AGREEMENT**

**RECOMMENDATION:** Approve a three-year custodial service contract to US Metro Group in the amount of \$101,412.00 to provide custodial services at the Big Bear Courthouse, at 477 Summit Blvd., Big Bear and at 39188 Rim of the World Highway, Fawnskin, effective June 1, 2003.

**BACKGROUND INFORMATION:** On December 10, 2002, the Board of Supervisors approved contract number 02-1296 to Black Forest Haus Cleaning to provide custodial services at the Courthouse and Fawnskin. On May 1, 2003, Black Forest Haus Cleaning was terminated by Facilities Management for non-compliance with terms of the contract.

On October 1, 2002, the Board approved the Request for Bids (RFB) that included the Big Bear Courthouse, and the Fawnskin location. A total of thirty (30) bids were received and opened on November 14, 2002. In order to obtain custodial services for this location, Facilities Management went back to the original bids, which are still valid. The second lowest bidder was deemed non-responsive, due to failure to attend mandatory Job Walk on October 24, 2002. The next lowest bidder was US Metro Group. US Metro Group agreed to provide custodial services for the original bid price.

**REVIEW BY OTHERS:** This item has been reviewed as to legal form by County Counsel (Jean-Rene Basle, Deputy County Counsel) on May 6, 2003; and reviewed by the County Administrative Office (Lynn Chacon, Administrative Analyst) on May 6, 2003.

**FINANCIAL IMPACT:** There are sufficient appropriations available in the FY 2002/2003 and FY 2003/04 Facilities Management Department Custodial budget (AAA FMC FMC).

**COST REDUCTION REVIEW:** The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this action based on the necessity to continue to provide custodial services at the Courthouse and in Fawnskin.

**SUPERVISORIAL DISTRICT(S):** Third

**PRESENTER:** Dave Gibson, Director, 387-2230

Record of Action of the Board of Supervisors

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